

BUDGET / FACILITIES SUBCOMMITTEE MEETING

MINUTES

Monday, June 27, 2016

Mt. Hope High School - Cafeteria

Present

Subcommittee: Marjorie McBride, Chair; John Bento (arrived at 5:43 p.m.), and Bill O'Dell

School Committee, Administration and Staff: John Saviano, Erin Schofield (arrived at 5:41 p.m.), Paul Silva (arrived at 5:50 p.m.), and Lynn Wainwright, Mario Andrade Superintendent; Pauline Silva, Director of Administration & Finance, and George Simmons, Facilities Director

Marj M. called the meeting to order at 5:03 p.m.

APPROVAL OF MINUTES

MOTION: Bill O. made a motion to approve the minutes of the May 16, 2016 meeting; seconded by Marj M. The motion passed unanimously.

FACILITIES FOCUS

Guiteras Baseball Field Nets & Fence

George S. reported that the safety cap for the Guiteras baseball field fence has come in, and is going to be installed.

George S. reported that the total cost of the new poles and the new nets will be approximately \$24,000. Marj M. responded that the District should go out to bid for this project. George S. added that the bid would include installation.

George S. commented that after researching the care of outdoor nets, he found that everyone recommends leaving the nets outside. This will prevent expanding and contracting of the netting material. George S. added that the baseball field netting material is the same material used in fishing nets.

By way of history, Pauline S. explained why it was necessary to install netting at the Guiteras Baseball Field.

Summer Work List

George S. commented that the District's larger facilities projects will not appear on the Summer Work List.

The Subcommittee reviewed the Summer Work List.

School Committee Meeting Microphone System

George S. stated that Rosemary Muller, Director of Technology, is evaluating the current microphone system to determine whether there has been a set-up issue, repairs are necessary or if the system needs to be replaced.

Guiteras Steps

George S. reported that the bid opening for the Guiteras Steps begins tomorrow.

George S. described the problems with the Guiteras steps, and described the work necessary to repair the steps.

Pauline S. stated that the Guiteras steps project will first be submitted to RIDE for housing aid reimbursement. Anything not covered by housing aid, will be covered by the Guiteras Fund. Pauline S. commented that 100% of the project should be covered by the two sources.

George S. stated that the Guiteras steps must be repaired by August. He added that if the contractor can't complete the work by August, completion of the remainder of the project will need to wait until next year.

BUDGET FOCUS

FY16 Budget

Pauline S. reported that the fiscal year ends on Thursday. She stated

that the FY16 budget is right where it needs to be with no deficit.

Pauline S. stated that the monies the District is waiting on from the Town of Bristol will be carried as an accounts receivable.

Pauline S. described the end of fiscal year payroll process and how it affects the District's cash flow.

A discussion ensued.

FY17 Budget

Pauline S. shared a hand-out with the Subcommittee containing a very preliminary budget which at this time is balanced.

Pauline S. shared budget forecasts for the District related to proposed changes in the funding formula and categorical aid both of which recently passed the house and senate and are waiting for the Governor's signature.

ACTION ITEMS:

- 1. Recommend for a full School Committee vote approval of hourly rate increase for legal services provided by BRCSM Brennan/Recupero/Cascione/Scungio/McAllister LLP**

MOTION: Bill O. made a motion to recommend for a full School Committee vote approval of a regular hourly rate increase for BRCSM

to \$165.00 per hour and a flat fee increase to \$160.00 per hour (with a \$400 cap); seconded by Marj M.

DISCUSSION: Lynn W. asked what the going rate was for legal services within the state. Marj M. responded that BRCSM has always offered fair rates as compared to other legal firms.

Pauline S. stated that the District is very conservative in their use of legal services.

The motion passed unanimously.

2. Recommend for a full School Committee vote acceptance of bid for Districtwide Controls Upgrade

George S. reported the following bids that were received by the District:

- ATC – lowest bidder at \$1.52 (ATC has a lot of experience working in schools)
- Train Co. - \$1.55 million
- ENE - \$2.3 million

George S. stated that the estimated cost for the Districtwide Controls Upgrade project was \$2.2 million. The bids came in very favorably. George S. added that the project is part of the Asset Protection Plan

and is also eligible to receive housing aid reimbursement.

George S. recommended ATC for the Districtwide Controls Upgrade project. He added that he is confident in that choice.

George S. added that a third party consultant will be necessary for the Districtwide Controls Upgrade project to ensure that the system is properly programmed and that all of the controls are working. The estimated cost for a third party consultant is \$70,000.

George S. added that the contract will include training for all of the District's maintenance staff.

A discussion ensued.

(Erin S. arrived at 5:41 p.m.)

George S. stated that the Districtwide Controls Upgrade bid has a per unit cost built in. He added that the contract contains a two year warranty.

(John B. arrayed at 5:43 p.m.)

MOTION: Bill O. made a motion to award the bid for the Districtwide Controls Upgrade to ATC for \$1.52 million with \$70,000 to Collyers, third party contractor; seconded by Marj M.

The motion passed unanimously.

3. Recommend for a full School Committee vote approval of a new School Committee Meeting Microphone System

Marj M. stated, for the record, that the new School Committee Meeting Microphone System will not be voted upon this evening pending research by the Director of Technology into the current microphone system.

4. Recommend for a full School Committee vote assignment of the Fund Balance, amount to be determined.

Pauline S. stated that GASB-54 mandates that the fund balance must be assigned before June 30th. The amount won't be determined until after the audit which will take place in September.

Pauline S. recommended assignment of the fund balance, amount to be determined, to Capital Projects.

(Paul S. arrived at 5:50 p.m.)

Bill O. will make the motion during the full School Committee meeting to include fund balance assignment to Capital Projects.

5. Recommend for a full School Committee vote approval of the FY17 Preliminary Budget

MOTION: Bill O. made a motion to approve the FY17 preliminary budget; seconded by Marj M.

The motion passed unanimously.

Next meeting – Monday, July 18, 2016

ADJOURNMENT:

MOTION: At 5:52 p.m. Bill O. made a motion to adjourn the meeting; seconded by John B. The motion passed unanimously.

kd